



**Public Works/Parks Safety Committee Meeting
Minutes
December 21, 2009**

Meeting called to order at 9:15 AM.

Present: Jeff Nieland, Adam Alix, Todd Drew, Bill Basler Sr., Vince Maas, Ken Popelka, Corey Gordon, Pamela Captain, Brian Tungate

Absent: Tim Jacobson, Sue Nett, Jim Juilus, Mark Radtke

A. Approval of Minutes – Motion to approve minutes V. Maas second C. Gordon

B. Old Business

1. **EOEP Maps** – No change
2. **CVMIC Award Equipment Purchase**- T. Drew provided quotes for previously suggested items including arrow light for front end loader, ice cleats, florescent seat belt straps, reverse camera for automated recycle truck and Werner 12" platform ladder. Decision made to have quote for arrow light, ladder and camera on one order from Grainger. Return quote at January 2010 meeting

C. New Business

1. **Monthly Safety Topic** – "To and from Work...Drive safely, be alert" distributed and discussed.
2. **Injury Review**
 - Building Services – Shoulder strain lifting a bag of recyclables form a receptacle. Recommendation to reduce the size of the bags.
 - DPW – slip on ice hit both knees and left arm. Ice cleats were not being worn at the time of this injury. Recommendation to wear available ice cleats to help prevent slips in icy conditions.
3. **Other items for discussion** – Item raised by J. Julius involving the parking of a Parks Dept. vehicle related to room to pass the vehicle due to a ball remaining in the receiver. Issue had previously been addressed to have employee remove the ball when not in use. V. Maas to follow-up regarding this issue.

D. Training

1. Vehicle Safety Training – Discussion of proposed dates April 22,27 or 28. All dates worked – T. Drew will schedule with B. Rank- CVMIC.
2. Lift Truck Training – FRED offered to put on short training refresher to include operation, stray voltage, fall protection, cleaning and hard hat requirement. Electricity rated hard hat to be ordered by T. Drew for bucket truck operator. Training date to be set with FRED rep. Dan Bins.
3. 4-Gas meter training for Confined Space Entry – T. Drew to develop a computer based training for DPW / Parks on proper use of the 4 gas meter to conduct pre-entry air monitoring. Goal for January 2010.

E. Motion to adjourn made by K. Popelka second J Nieland 10:20 AM. Next meeting January 15, 2009 @ 9:00am.